

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
November 2, 2015

The Lyndon City Council met in regular session on Monday, November 2, 2015, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Smith called the meeting to order.

- a) City Clerk called roll of the City Council. Mayor Brandon Smith and members Doug Watson, Darby Kneisler, Chris Cole, Bill Patterson and Steve Morrison were present.

City Staff present: City Attorney, Pat Walsh (7:05); Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others present: Kelly Hurla, Osage County Herald Chronicle.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Morrison made the motion to approve the Regular Meeting minutes of October 19, 2015 as written. Cole seconded, motion carried.

3. CONSENT AGENDA:

- a. Approval of Bills: Patterson made the motion to approve the bills as set forth. Cole seconded, motion carried.

4. PUBLIC COMMENTS: None

5. CORRESPONDENCE TO COUNCIL:

- Meeting minutes from PWWSD#12 from October 21, 2015.

6. UNFINISHED BUSINESS:

- a. JONES PARK USE AGREEMENT: The City Clerk stated a meeting is scheduled for Tuesday, November 10 at 7 p.m. at the USD 421 District office and USD 421 Superintendent Cheryl Cook, Lyndon Rec Director Michael Massey, Council member Doug Watson and Mayor Smith have confirmed their attendance. She has not heard from the two school board members, but noted that Lori Sturdy has not been notified due to not having email contact information and will try to get the information to her.
- b. LEARNING CENTER AT TRAIL: The City Clerk contacted Brad Loveless about the replacement cost of the structure for insurance purposes. Mr. Loveless stated that due to Westar donating the building and not being charged for the supplies, he is unable to provide that information. Morrison stated he would be able to provide the

city with an estimated cost based on a similar building for insurance and send that information to the City Clerk.

Patterson stated he received an email from Mr. Loveless about the project and that the stringers still need placed before the trusses and roof are completed. Patterson asked about a timetable on the project and has not received a response from Mr. Loveless at this time.

Mayor Smith asked if the City Clerk was able to contact someone from Wildlife and Parks and she stated she had. The City Clerk stated she was told by KW&P the City needs to submit a letter, map of the proposed location and structure details to them for project approval. She stated she is still researching if this has to be done due to structures being included in the initial master plan for Jones Park, but will provide them the information if it is necessary.

#### 7. NEW BUSINESS:

- a) UPDATE OF 2015 EDITION OF WATER UTILITY CODES: The City Attorney stated the City Clerk and Maintenance Supervisor updated the ordinance references and fee schedule, sent it to him for review and he concurred with the changes. He stated he prepared the ordinance to adopt the updated utility codes by reference for approval at the next Council meeting. The document codifies the rules and regulations on utilities and the Council received a draft copy of the updated utility codes to review.
- b) FINANCIAL UPDATES: The City Clerk provided the Council with fund spreadsheets showing actual expense totals as of September 30, 2015 and percentage of the budget expended per fund for review.
- c) VENDOR PERMITS: The City Clerk stated she received a couple of complaints about the food trucks in town selling food on a consistent basis and wanted to know if the City was going to charge for permits. She stated she called the City Attorney and there are no ordinances for food trucks to their knowledge. The City Attorney stated there had been discussion about this in the past and it can be regulated if the Council wishes, however, there have not been enough instances previously to warrant proceeding with applications and fees. After further discussion, no action was taken.

#### 8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Officer Activity report for October 2015.
- b) PLANNING AND ZONING: The next meeting is Wednesday, November 4 at 6:30 p.m.

- c) PUBLIC WORKS: The Maintenance Supervisor provided the Council with the Maintenance Activity report.

The Maintenance Supervisor stated he is still meeting with Mr. Zerr and contractors about boring under 75 highway to get a water line to the Zerr property.

- d) CITY CLERK: The Council received a copy of the Clerk's report.

The City Clerk discussed the success of Fall Fest and the profit from the event was \$2475.19. She also stated the Pride fund is doing well with a balance of approximately \$7,400 as of October 31.

Winter Festival is the first Saturday in December and this year the Pride will be hosting a Memorial 5K with the proceeds going to the Lyndon Pride Community Scholarship fund and given to a graduating senior. This scholarship will be given in memorial of loved ones the community lost over the last year.

The City Clerk received several payments from Kansas Debt Setoff over the last couple of weeks and sometimes amounts are short by a few cents here or there. She asked the Council if they need to vote to clear any small remaining balances on accounts and asked for clarification of the process. After further discussion, it was consensus of the Council to allow the City Clerk to clear accounts and waive any remaining balances of \$5.00 or less without Council approval.

Byron Jordan accepted the position and his first day of work was today. He is working 2-3 days a week and his scheduled is based on the dates his responsibilities need to be completed.

The City Clerk stated she will be gone after noon tomorrow and will be attending Clerk's institute the rest of the week.

Peggy Clark submitted the grant for the Bailey House and provided the City with a full copy of the grant application. The Mayor signed the fund commitment letter and grant paperwork on Friday of last week.

#### 9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Kneisler thanked the City staff for their participation on Saturday for Trunk or Treat and presented the City well. It was noted there were approximately 24 participating trunks for the event and an estimated 200 people attended. The event was hosted by MOPS, MOPS Next and Lyndon Leaders 4-H.

Watson thanked the Maintenance Supervisor and the city crew on concrete work.

Watson asked about an update on the sewer plant evaluation from BG Consultants. The Maintenance Supervisor stated it would be late November before we received anything from the engineer.

10. EXECUTIVE SESSION: None.

11. ADJOURNMENT: Cole made the motion to adjourn to Monday, November 16, 2015 at 7:00 p.m. for the regular meeting. Kneisler seconded, motion carried.

*Julie Stutzman*

City Clerk